STM | STRATA TITLE MANAGEMENT
your strata care company

STM Sydney South
ABN: 43 119 655 762

PO Box 2727
Taren Point NSW 2229
t. (02) 9540 4199
f. (02) 9540 3943
e. sydney@stratatitle.com.au
www.stratatitle.com.au

MINUTES OF EXECUTIVE COMMITTEE MEETING OF THE OWNERS CORPORATION

MINUTES OF BUSINESS dealt with at the
Executive Committee Meeting of the
Owners Corporation of **Strata Plan 50785**
Held in the Offices of Strata Title Management located on Mezzanine Level of 191-193 Taren Point Road, Taren Point
on **Tuesday, 22 July 2015** commencing at **6.30pm**

PRESENT: D Oliver (Lot 30 - Arrived 6.54pm), M Bright (Lot 41), D De-Le-Garde (Lot 55), K O'Shea (Lot 56), R Earle (Lot 90 & 96

PROXIES: Nil

APOLOGIES: S Jarvis (Lot 34), C Beebe (Lot 54), S Carruthers (Lot 79)

IN ATTENDANCE: David Gourley (Lot 83), N Bayliss (Lot 86), R White (Lot 84)
John Stevens of PREMIER CONTRACT CLEANING PTY LTD
Nina Ashfield-Howell of STRATA TITLE MANAGEMENT

CHAIRPERSON: Nina Ashfield-Howell

There being a quorum present the chairman declared the meeting opened at 6.31pm.

MINUTES

MOTION 1
Minutes

RESOLVED that the minutes of the previous Executive Committee meetings held 21 April 2015 be confirmed as a true and accurate account of the proceedings of that meeting.

MOTION 2
Financial Statements

RESOLVED that the Financial Statements for the period 1 March 2015 to 15 July 2015 be accepted.

MOTION 3
Balcony Railings

It was noted that 6 companies were invited to tender for the balustrading replacement works however only two companies (Feenix and Trimlite) had confirmed their acceptance to provide a tender. The Strata Managing Agent was requested to contact the project manager, Mark Davis of Davis Langdon and request that he extend the expected completion date within the tender documentation to encourage more contractors to submit tenders. It was further noted that the '*Building Works Sub-Committee*' consisting of Kevin O'Shea, Ron Earle and Darren De-Le-Garde will be meeting with the Project Manager next week.

Concern was raised in relation to inadequate communication being filtered down to the residents on the status of the balustrading works. It was agreed that Mark Davis also be requested to provide monthly update notices to be affixed to the common property noticeboards and uploaded to the Cote website.

The Strata Managing agent was also requested to provide an update on the status of the works to the building insurance company, Strata Unit Underwriting Agencies.

MOTION 4
Building Manager's Report

RESOLVED that the Building Manager's report be accepted with the following further action items determined/noted:

- **C76 Dividing Wall** – Water is reportedly entering C76 through the dividing wall between C76 & C77. Investigations are underway.

- **C66 South Facing Window** – Neil's Glass were engaged to investigate water leaking through a south facing window to C66. Attempts were made to repair the leak without success. Neil's Glass inspected other south facing windows to apartments that reported water ingress during severe weather conditions consisting of high winds and driving rain. Neil's glass recommended that the Owners Corporation engage the services of a façade engineer to carry out an external inspection of all south facing windows to 'C' block and determine the most economical solution to resolve the issue. The Building Manager will obtain a proposal from the façade engineer recommended by Neil's Glass for consideration by the Executive Committee.

- **B Block Balcony Repairs** – As a result of balcony drains not being able to clear effectively during high level rain events, a contractor has been engaged to re-core the balcony spitter holes lower to allow water on the balconies to clear instantly.

- **Sydney Water Back Flow Prevention Device** – The backwater prevention device (RPZ valve and bypass works) will be completed by mid August 2015.

- **Fire Certification** – The Annual Fire Safety Inspections are now complete. During the inspections, a number of items were identified as non compliant. A schedule is currently being prepared by Environet (Fire Consultant) Newsound Fire (Fire Contractor) to address the items in order of priority.

- **Fire Doors** – As part of the fire door upgrades, it was noted that two of the fire exit doors on Gerrale Street have been replaced as well as the fire door to the pool pump room. The frames have been replaced with stainless steel for longevity. The remaining fire doors will be completed in due course.

- **Solar Installation Proposal** – Quotations were reviewed for the installation of a solar system ranging in price from $62,990.00 to $65,319.00. It was agreed that this is not a priority at this point in time to consider. Matter deferred until further notice.

- **'A' Block Roof Repairs** – Further quotes are pending for the replacement of eastern lower and higher section of 'A' Block roof.

- **New Signage to Zink** – The application submitted for replacement signage to Zink was approved.

- **Visitor Parking Signage** – Visitor Parking Signs are to be installed in the visitor parking spaces to clearly identify those spaces as visitor spaces and to provide the rules of use. Kevin O'Shea and Ron Earle undertook to determine the wording.

MOTION 5
Building Works Protocol

The draft '*Building Works Protocol*' was reviewed and considered. It was agreed that two protocol documents are required, one that covers internal works to apartments arranged by the lot owners and the other being for common property works arranged and paid for by the Owners Corporation.

Accordingly, it was agreed that the draft Building Works Protocol document be further reviewed and amended by the Building Works Sub-Committee and once complete, referred back to the Executive Committee for further consideration.

In the meantime, the Strata Manager was requested to provide a sample application renovation form for review and consideration by the Building Works Sub-Committee.

A vote of thanks was extended to John Forrest and John Stephens in recognition for the time and effort they both put in to preparing the draft Building Works Protocol.

MOTION 6
Quarterly Licence Fee under Special By-Law 42.5

It was noted that Kevin O'Shea and Dunstan de Souza will be meeting with the commercial lot owners in August 2015 to discuss and review the terms of the quarterly licence fee under Special By-Law 42.5. Kevin O'Shea will report back to the Executive Committee on the outcome of the meeting as soon as it takes place.

MOTION 7
By-Law Review

It was noted that the revised version of the by-laws prepared by J.S. Mueller & Co. Lawyers are still under review.

MOTION 8
By-Law Breaches

The following item was ruled "Out of Order" due to area of garden bed being located on Council property, not common property therefore outside the jurisdiction of the Owners Corporation. No other by-law breaches were reported.

A. **MOTION RULED OUT OF ORDER** – *"Breach of Section 45 Notice (Notice to Comply with a By-Law) issued on the occupants of Lot 5 (Alphabet Street) in relation to depositing rubbish (cigarette butts) on the common property and failing to stop staff from continuing to smoke outside the premises and discard their cigarette butts in the garden bed."*

MOTION 9
Section 45 Notices - Notice to Comply (NTC) with a By-Law

The following motion was ruled "Out of Order" due to area of garden bed being located on Council property, not common property therefore outside the jurisdiction of the Owners Corporation.

A. **MOTION RULED OUT OF ORDER** – "*That, in accordance with Section 45 of the Strata Schemes Management Act 1996, a Notice to Comply with a By-Law be served upon the occupants of Lot 4 (Splash) for breach of Special By-Law 32.8 for smoking and discarding of cigarette butts in the common area and failing to stop staff from continuing to smoke outside the premises and discard their cigarette butts in the garden bed."*

MOTION 10
PRIDE Update

It was noted that the PRIDE Team were continuing to work on projects throughout the complex for the benefit of all owners and occupants. Any owner wishing to join the PRIDE team was welcome to do so at anytime.

MOTION 11
Date of Next Executive Committee Meeting

RESOLVED that the next Executive Committee Meeting be held on **Tuesday, 13 October 2015** in the Office of Strata Title Management commencing at 6.30pm.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 8.00PM